

Local Emergency Planning Committee Handbook

North Dakota Department
of Emergency Services

Division of
Homeland Security

Revised: 2007, 2008

This edition supersedes all previous editions.

Originally developed: 1994



Ensuring a safe and secure homeland for all North Dakotans

LOCAL EMERGENCY PLANNING COMMITTEE HANDBOOK

**NORTH DAKOTA DEPARTMENT OF EMERGENCY SERVICES
DIVISION OF HOMELAND SECURITY
Bismarck, North Dakota**



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Attachments:

- A. [State Legislation – NDCC 37-17.1-07.1](#)
- B. [Federal Legislation – PL 99-499](#)
- C. [Guide for Conducting Effective Meetings](#)
- D. [Guide to Understanding Tier II Forms](#)
- E. [Sample Format for Hazmat Transportation Flow Study](#)
- F. [Reporting Thresholds Updates](#)

I. INTRODUCTION

Welcome to membership on the Local Emergency Planning Committee (LEPC). This handbook was developed to provide general guidance on LEPC duties, responsibilities and organization.

In the wake of two widely publicized hazardous chemical releases in Bhopal, India and Institute, West Virginia (both in 1984), Congress enacted into law the [Superfund Amendments and Reauthorization Act \(SARA\) of 1986](#). Title III of SARA is the [Emergency Planning and Community Right-to-Know Act \(EPCRA\)](#). EPCRA is sometimes referred to as SARA Title III.

EPCRA establishes reporting, planning, and emergency notification requirements to help business, industry, and government reduce the danger hazardous and toxic chemicals pose to the public.

EPCRA's reporting requirements, known as Community Right-To-Know provisions, help to increase the public's knowledge about hazardous chemicals. This is done by requiring reporting by facilities which:

- store hazardous chemical in excess of specified quantities, or
- release toxic chemicals into the environment.

The law also requires that communities develop chemical emergency response plans based on the information reported by facilities. The plans identify potential hazards, resources (manpower, facilities and equipment) and methods of using those resources to establish operational procedures for saving lives and protecting property.

What EPCRA did, was to mandate three broad requirements:

- Local communities and states must have a basic understanding of the risks posed by chemicals in their areas and be prepared to safely deal with emergencies involving these chemicals
- Citizens, health professionals, public interest groups, labor organizations, and the media must have access to the information.
- Industry is responsible for operating, as safely as possible, and gathering specific chemical information and reporting it to requesting agencies.

To ensure effective implementation of EPCRA, the N.D. Hazardous Chemicals Preparedness and Response Program was created. The [N.D. Disaster Act of 1985 § 37-17.1-07.1](#) describes the basic structure for this program. See [Attachment A](#) for complete text as it is applied in the N.D. Century Code. For an overview of the N.D. Hazardous Chemicals Preparedness and Response Program, see [page 9](#) of this document.

The State Emergency Response Commission (SERC) serves as the administering body for the N.D. Hazardous Chemicals Preparedness and Response Program with the Director of the N.D. Division of Homeland Security (NDHLS) serving as the SERC chairman. The SERC is responsible to provide coordination and oversight to the LEPCs. Additionally, the SERC is responsible to provide planning, training, exercising, and operational support to LEPCs.

SERC members are:

- Director, N.D. Division of Homeland Security, (Chair)
- N.D. Department of Agriculture
- N.D. Department of Health
- N.D. Department of Transportation
- N.D. Division of State Radio
- N.D. Highway Patrol
- N.D. Industrial Commission, Oil and Gas Division
- N.D. Insurance Commission
- N.D. Office of Management and Budget
- N.D. Office of the Adjutant General
- N.D. Office of the Attorney General
- N.D. Office of the Governor
- N.D. State Fire Marshal
- Workforce Safety and Insurance

Private Partner Representatives include:

- Agriculture Industry – Dakota Plains Cooperative
- Transportation Industry – Keitu Engineering, (representing Motor Carriers Association)
- Energy Industry – Tesoro Refinery, Mandan

The SERC provides:

- Technical assistance, planning guidance, plan evaluation, training, and exercise assistance;
- Information on potential sources of funding for LEPC activities;
- Computerized information management assistance;
- Contact with statewide and national industry groups that can provide technical information;
- Workshops that focus on EPCRA issues;
- Data on chemicals stored or being transported through your planning district; and
- Outreach information for the public about EPCRA.

Each county in North Dakota has been designated as a planning district with a Local Emergency Planning Committee (LEPC) appointed for each district. The LEPC is required to develop and maintain hazardous chemicals and emergency response plan for the respective district using information from facilities required to report under the "Right-to-Know" section of EPCRA. If a facility has a response plan of its own, appropriate information should be incorporated into the LEPC plan.

Each Local Emergency Manager is a member of their respective LEPC and will coordinate local emergency planning and operational response activities regarding all hazards (including hazardous materials). Neither the Emergency Manager nor LEPC direct the actual response. That is almost always a fire department or law enforcement responsibility.

The key to success of the EPCRA lies with the LEPC, local government officials, and facility management. Local people representing these organizations are the most familiar with their communities and in the best position to establish, maintain, review, and test procedures to mitigate emergency situations.

II. EPCRA DESCRIPTION BY SECTIONS

[EPCRA](#) is made up of § 301-330 of [Public Law 99-499](#) with § 302-313 and § 324, being most common for LEPCs. A copy of the law is in [Attachment B](#) of this handbook. The following is a brief description of these important sections:

SECTION 302

SECTION 302 – EXTREMELY HAZARDOUS SUBSTANCES (EHS). Facilities that have EHS present at or above an amount known as the Threshold Planning Quantity (TPQ) must report this to the SERC and the LEPC. The report must be filed within 60 days of the substance arriving at the facility. The facility must designate a liaison person to coordinate EHS response planning with the LEPC. The LEPC must incorporate facility information into the response plan for the county. Section 302 substances are subject to Section 312 (Tier II) reporting as well.

The Environmental Protection Agency (EPA) designates which substances are EHS. Originally, there were 366 substances designated EHS and some 320 plus remain so designated. The best single source for EHS is the [EPA List of Lists](#) which contains not only Section 302 substances, but Section 304 substances, [Comprehensive Environmental Response, Compensation, and Liability Act \(CERCLA\)](#) substances, and Section 313 substances. The Section 302 notification is a one-time report and does not have to be refiled unless new substances are brought on the facility (even temporarily) or old ones are permanently removed.

SECTION 303

SECTION 303 MANDATES PLANNING. It requires the SERC to develop a comprehensive emergency response plan for the state. The LEPC is also required to prepare a comprehensive emergency response plan for the county which must be updated at least annually. Local changes in facilities, substances stored, etc., may indicate if more frequent reviews should be done. The county plan is to be submitted to the SERC for approval. Section 303 mandates nine areas that must be addressed by response plans. A detailed list of these nine areas will be found on page 14.

SECTION 304

SECTION 304 ESTABLISHES REQUIREMENTS FOR ACCIDENTAL RELEASES of substances either on the Section 302 list or the CERCLA list. Under Section 304, substances on the Section 302 or CERCLA lists are assigned Reportable Quantities (RQ). Any accidental release of these substances at or above the RQ triggers reporting requirements to the LEPC, SERC, and [National Response Center \(NRC\)](#).

SECTION 305

SECTION 305 PROVIDES TRAINING FUNDS. These funds are to support training programs which are designed to improve emergency planning, preparedness, mitigation, response, and recovery capabilities with special emphasis on emergencies associated with hazardous chemicals.

SECTIONS 311 AND 312

SECTIONS 311 (Tier I) and 312 (Tier II) DEAL WITH FACILITIES. These sections require facilities to make annual reports to the SERC and LEPC regarding hazardous substances as defined by the [Occupational Safety and Health Act of 1970 \(OSHA\)](#). If OSHA requires a facility to post or have available for inspection a Material Safety Data Sheet (MSDS) for a substance, that substance is reportable under Sections 311 and 312 of EPCRA. Section 302 substances must also be listed on the Tier II report. North Dakota does not require Tier I reports because the Tier II provides the required information and more. Facilities may submit the Tier I but the Tier II report is required annually even if no changes at the reporting facility have been noted. The reports are due March 1 of each year and are for the previous calendar year. The facility must send copies of the report to the SERC, LEPC, and local fire department. Tier II reports, along with Section 302 reports, provide the information required for emergency planning and community Right-To-Know Act. The N.D. Hazardous Chemicals Preparedness and Response fee is based on chemicals reported on the Tier II form.

SECTION 313

SECTION 313 DEALS WITH THE ROUTINE RELEASE OF TOXIC OR HAZARDOUS SUBSTANCES INTO THE ENVIRONMENT. This is known as Toxic Release Inventory (TRI) and is part of a manufacturing or operating process. The quantity and type of release are known and the reporting threshold is based on the total quantity released during the year. Section 313 differs from Section 304; which deals only with accidental releases. North Dakota has very few facilities subject to Section 313 reporting and the LEPC will not receive the TRI report directly. Any LEPC that has concerns about TRI or wants more information about it should contact the N.D. Division of Homeland Security.

SECTION 322

SECTION 322 ALLOWS A FACILITY TO WITHHOLD the identity of a chemical if revealing it could compromise company operations. Section 322 has very narrow criteria and few North Dakota facilities are claiming exemption.

SECTION 324

SECTION 324 IS THE RIGHT-TO-KNOW PORTION OF EPCRA. It requires that Emergency Response Plans, MSDSs, and Tier II report information be made available to the general public. Each LEPC is required to publish annually a notice in local newspapers that emergency response plans, MSDSs, and Tier II forms have been submitted. The notice must state the location where such documents may be reviewed during normal business hours. Facilities that have submitted Tier II reports may request that the location, within the facility, of substances reported be kept confidential. Do not confuse this provision with the trade secret exemption in Section 322.

III. NORTH DAKOTA HAZARDOUS CHEMICALS PREPAREDNESS AND RESPONSE PROGRAM OVERVIEW, [NDCC 37-17.1-07.1](#)

This statute incorporates EPCRA into North Dakota State Law. There are 5 sections to the program:

A. Program Components: This section deals with organization. This statute establishes the SERC, designates the N.D. Division of Homeland Security (NDHLS) as the coordinating agency, appoints the NDHLS Director as SERC Chair, and mandates facility compliance with EPCRA.

B. Establishment of Funds: This section established the Tier II fee system. The fee, set by statute, is \$25 per reportable substance per facility with a maximum of \$150 per facility. There is no maximum per owner/operator in the case where one owner/operator controls more than one facility in the state. Family farmers and government entities are specifically exempted from the fee.

C. Recovery and Response Costs: This section sets the requirement that anyone who causes a release of a hazardous chemical is responsible for the cost of response and clean up.

D. Penalties and Fines: This section provides for fines and civil and criminal penalties for non-compliance with the law.

E. Enforcement: This section designates the Office of the Attorney General as the enforcement agency for the program.

IV. LEPC MEMBERSHIP

The LEPC, as is the case for the SERC, must have membership representation from a cross-section of the community it serves. LEPC members should come from the following categories and organizations.

- Elected Officials
 - County Commissioners
 - County Auditor
 - States Attorney
 - City Council Members
- Public Health and Safety
 - Law Enforcement
 - Emergency Management (Civil Defense)
 - Fire (major city, county, facility departments)
 - Health (hospital, Emergency Medical Technician (EMT))
 - Environmental (United States Department of Agriculture (USDA), Agricultural Soil Conservation Service (ASCS))
 - Transportation
- Media
 - broadcast
 - print
- Community Groups
 - service organizations
- Facility Owners and Operators

The LEPC should strive to get at least one member from each category on the committee. This may not be possible in all areas of the state. There is no minimum or maximum number of members specified by law or regulations.

Your goal should be to get a cross section of representation but not to have so many as to make the committee unwieldy or inertia bound.

Initial LEPC membership certification was done by the SERC on February 5, 1988. This certification was made permanent and extended to all future membership changes in the LEPCs. Membership changes are now considered certified by the SERC as soon as the LEPC action is completed. The LEPC must continue to submit membership changes to the SERC for information purposes.

LEPC term limits are not specified in EPCRA. A term of three to five years might be a good starting point. Since the LEPC will likely meet infrequently, terms of three to five years will give new members time to become accustomed to their roles before the term expires.

The LEPC is crucial to making EPCRA work. Membership on the committee should not be taken lightly. It is important to select the best people available to serve on the committee and to remove those who don't show up or perform.

V. LEPC DUTIES AND RESPONSIBILITIES ARE:

A.	Maintain the LEPC and keep the public informed of activities and accomplishments.
B.	Develop an emergency notification system.
C.	Develop, maintain, and exercise an emergency operations plan.
D.	Establish a system for data/information management.
E.	Manage training of LEPC members and manpower resources designated in the plan.

A little more detailed explanation of these major duties and responsibilities follows:

- A. Maintain the LEPC/keep the public informed:
1. Elect a chairman, vice-chairman, and secretary.
 2. Establish subcommittees and identify which membership category should be assigned to them. For example:
 - a. Emergency notification – fire and law
 - b. Public information – media and elected officials
 - c. Planning – Emergency Management, industry, fire, elected officials and any of the functional areas (law, health, etc.)
 - d. Data management – auditor
 - e. Training – Emergency Management, fire, industry, any of the functional areas.

Not all LEPCs will want to establish formal subcommittees to deal with the areas addressed in the items above; therefore, sub-committees are not required. The

LEPC needs to consider how it will handle the requirements (stated above) whether it be with single member portfolios, subcommittees, or any other means. Then select what is best for its own situation.

3. Establish meeting frequency. It is suggested to establish meetings at least two times a year; however, quarterly may be better. The LEPC must meet at least once annually for plan review. The SERC meets once a quarter.

During each meeting, agenda items should include status in

- Planning/Data Management
- Training
- Exercise
- Use of Funds
- Outreach

4. Follow Robert's Rules of Order when conducting meetings.
5. Keep minutes and records of all actions.
6. Provide public information:
 - a. Consider issuing news releases for both broadcast and print media regarding topics such as: meeting announcements, LEPC membership, plan/emergency notification procedures, EPA fact sheets, EPCRA and farmers, EPCRA updates, etc. Remember, under Section 324, you must publish annually the location where document review can be done by the general public during normal business hours.
 - b. Legal notices/official publication of minutes of LEPC meetings is not required. Hopefully, this information can be made available as a news item or public service announcement. Perhaps the media member(s) on the LEPC can be of help here.
7. Set objectives: What does the LEPC want to accomplish and by when? Once the original EPCRA mandates have been met, there are ongoing requirements to review the county emergency plan annually and to ensure training is done and the plan is exercised. Look at both short-term and long-term.

B. Develop an emergency notification system:

1. Who will be notified?
 - a. Local responders
 - b. General public
 - c. State officials

2. How – radio, TV, telephone, WebEOC, siren.
3. What information is to be supplied:
 - a. Suggested actions – health and safety measures
 - b. Seriousness of situation
 - c. Tips for personal and property protection
 - d. Chemical involved
 - e. What happened – explosion, spill, etc.
 - f. Who is impacted.

C. Develop, maintain, and exercise an emergency operations plan:

1. The following items should be addressed in the county Hazardous Materials Response Procedure. (* must be addressed in accordance with law.)
 - * a. Identify EHS facilities and transportation routes
 - * b. Response procedures to be followed by facility owners, emergency personnel and medical personnel.
 - * c. Notification procedures
 - * d. Description of emergency equipment in the community and at each facility and who controls it
 - * e. Evacuation plans
 - * f. Training programs
 - * g. Exercise methods and schedules
 - h. EHS facility Emergency Coordinators
 - * i. Designate a Community Emergency Coordinator (Emergency Manager)
 - j. Support needs
 - * k. Methods for determining release occurrence and population likely affected

The Local Hazardous Material Response Procedure (HMRP) is a supplement to your Local Emergency Operations Plan (LEOP) already developed by Emergency Management. Just add the things that are unique to Hazardous Material (Hazmat) response, while keeping the things that are common to both.

2. Some facilities will have response plans. They should be incorporated into the Local HMRP and must include the following:
 - a. Facility contacts
 - b. Facility sketch and location of chemicals/amounts (worst case)
 - c. Procedures for containment of a release/spill

- d. List of chemicals/hazards (fire & health)
- e. Procedures for notification and reporting of spill/release
- f. Off-site evacuation procedures
- g. Emergency resources (equipment, supplies, and trained personnel)
- h. Facility location map

D. Date/Information Management:

1. Establish procedures and designate a coordinator for receipt and processing of Tier II reports and other information. Be prepared to utilize the appropriate data for planning.
2. Establish a process for addressing inquiries in accordance with the Right-to-Know Act.
 - a. Almost all information requested under the Right-to-Know Act will come from Tier II reports, so you need to have them filed in such a manner that they can be quickly accessed. It is important that you provide the information requested in a timely manner. The SERC can be a resource for response to the Right-to-Know Act requests also. If the request is for a facility you have no report for or the period requested is more than three years old, ask the SERC for assistance.
 - b. Documents dealing with money must be kept three years. The SERC keeps Tier II reports for three years, also. Since the SERC has Tier II reports for three years back, the LEPC has the option of keeping Tier II reports for the current year only or as far back as the committee wishes to keep them.

E. Training:

1. Designate a training manager. Make sure LEPC members take advantage of as many training opportunities as possible.
2. Provide the SERC with suggestions on future training needs and desires, such as first responder, operations, etc.

VI. LEPC ACTIVITIES

The LEPC must accomplish the following tasks annually:

- Review and update of county response plan
- Publish location during working hours where information may be reviewed by the public in accordance with the Right-to-Know Act. You can use both broadcast and print media for this
- Update Tier II report file.

Other things that are not required, but should be done annually include:

- Training review: What training was accomplished during the year? What needs to be done next year?
- Outreach review
- Money review: Have all Tier II fee system monies been expended? If not, how do we use the remainder? What do we need for next year or future years?
- Membership review: Are there changes needed in the membership, such as fewer or more members? Does anyone have a conflict that will prevent service for the coming year? Do we need to nominate any new members?

Federal law has mandated much for the LEPC to do. Many of these tasks require the development of something new and they impose a significant work load until the task is accomplished. However, once the mandates have been accomplished, the work load is significantly reduced, except for some maintenance, modifications, etc.

So what does the LEPC do on an ongoing basis, after the federal mandates are met? First, federal mandates changes. One duty the LEPC has on an ongoing basis is to keep abreast of any changes in the federal law and any changes there may be to the mandates. Perhaps the best way to accomplish this is to maintain

regular contact with the SERC through the EPCRA staff at N.D. Division of Homeland Security. The SERC also keeps the LEPCs apprised of any changes that may occur in the federal law or mandates, but some redundancy here doesn't hurt.

There are several other things the LEPC needs to consider on an ongoing basis:

A. Regular meetings

- Why are we meeting?
- What do we need to accomplish in planning, training, exercising, and outreach?
- What is the agenda?
- How often should we hold meetings?

B. Funds - Sources

1. County share of Hazardous Chemicals Preparedness and Response Program fee
2. Grants
 - Section 305
 - Hazardous Materials Emergency Preparedness (HMEP)

Section 305: Grant funding under Section 305 was mentioned on page 5. Some examples of how Section 305 money can be used include:

- Bringing in outside personnel, such as private industry or contractors, to conduct training or to bring in a training program.
- Provide state agency personnel to conduct training, such as the fire marshall's office to train first responders.
- Training conducted by N.D. Division of Homeland Security for Emergency Managers and LEPC members on planning and exercising, as well as general Emergency Management topics.

- Section 305 training funds can be passed through to the counties for those wishing to do their own training.

HMEP: Another source of grant funding is from the Hazardous Materials Transportation Act through the Hazardous Materials Emergency Preparedness Grant (HMEP). The original name for this legislation was the Hazardous Materials Transportation Act of the United States (HMTUSA). Both names are for the same Act. HMEP provides grants for funding in the following areas:

- Update Hazard Mitigation Plans
- Update Local Emergency Operations Plans
- Conduct response capability assessment
- Conduct flow studies of hazardous chemicals passing through the LEPC area (see [Attachment E](#) for sample format)
- Study regional response capability and the need for Regional Response Team (RRT)
- Develop regional response plan
- Exercise Hazmat response capability, to include:
 - Coordination Capability
 - Response Plan
 - Individual Personnel
 - Equipment

More detailed information on assistance under Section 305 and HMEP is available by contacting the [N.D. Division of Homeland Security](#) or the [State Fire Marshall's](#) office.

C. Money – How to use it wisely!

The N.D. Hazardous Chemicals Preparedness and Response Program fee system (Tier II fees) that is split in half between the state and the counties must be used wisely. If we don't use it, and use it wisely, we may lose it. There are few restrictions placed on its use, other than it must be related to hazardous chemical preparedness and response, which is a broad category. Here are some examples of what the money can be used for:

- Computers and related equipment

- Communications equipment that can be used in emergency response such as cellular phones and pagers
- Protective clothing for first responders
- Local outreach efforts
- Special exercises and training efforts
- Purchase county or facility response equipment and supplies such as over wrap barrels
- Reimburse LEPC members for administrative expenses incurred in their service

Some LEPCs may wish to carry over fees from more than one-year for the purpose of making larger purchases. You might want to consider making the proposed purchase a budget line item, either on a budget for the LEPC or on the county budget. This way it will not appear as if money is sitting unused. The SERC does not require the LEPC to have a budget, but some counties do.

D. Outreach

How much are we doing?

Are we doing enough?

Do we need to do more? If so, how?

Are we considering both the public and business and industry?

Is there an opportunity in the school system for outreach?

Some examples of basics you could cover include:

1. The purpose of the program – to protect lives, property, and the environment.
2. Facility and emergency operations planning requirements.
3. Reporting requirements, such as EHS Notification and Tier II reporting.
4. Dates: annually by March 1 for Tier II; within 60 days for EHS Notification.
5. Right-to-Know Act provisions.
6. Fee payment (The fact that a fee is required for Tier II reporting and how much it is.)
7. Spill reporting requirements and contacts.
8. The requirements for those who store EHS to designate a liaison person for the facility to coordinate response planning with the Local Emergency Manager.
9. Farmers are required to file EHS notification. They are not required to file Tier II reports for their farming operation.

E. Compliance

Are there any facilities that are not reporting?

Have we tried to identify any facilities?

If we know of any facilities, have we notified the SERC?

How can we better identify facilities that might be liable for reporting?

F. Use of Support Services

Have we made full use of the support the SERC can offer us?

- training
- facility identification
- outreach presentations
- grant requests
 - Section 305
 - HMEP

In addition to these general topics, additional items to consider include:

1. Have all the EHS facilities and EHS transportation routes in the county been identified? Are they in the response plan?
2. Have planning meetings been scheduled each year to plan the upcoming activities as well as to develop a schedule and agenda for other meetings.
3. The EPCRA program and fee system must be presented in the best light to facility owner/operators. The LEPC can play a major role in this ongoing effort. Consider having an EPCRA open house to allow for business people to know committee members and better understand how the program works and what it is designed to accomplish. In addition, consider scheduling a tour of selected business facilities for the LEPC, in order to promote understanding and enhance partnerships.
4. Consider publishing a newsletter that would go to all reporting facilities and appropriate public officials to include area schools.

Each LEPC should review its operation annually, making sure all the basic requirements are covered. If planning meetings are conducted each year

to ensure all requirements for the LEPC are reviewed and scheduled for completion.

These suggestions are some things to consider for meeting agenda topics and ongoing LEPC activities. Each LEPC will have different needs and will be at different stages of maturity and development. The list is not intended to be all inclusive or complete; rather, it is a point from which to start. Discard topics you don't need, use those you do, and as many as you think appropriate.

The SERC can be a resource for you if your LEPC is stuck on something, or if it seems you can't get things off the ground or out of a rut. Call N.D. Division of Homeland Security with any specific requests you might have and together we'll come up with a solution.

GLOSSARY OF TERMS AND ACRONYMS

ASCS	Agricultural Soil Conservation Service (Federal Agency)
CERCLA	Comprehensive Environmental Response, Compensation and Liability Act of 1980
EHS.....	Extremely Hazardous Substance
EMT	Emergency Medical Technician
EPA.....	Environmental Protection Agency
EPCRA.....	Emergency Planning and Community Right to Know Act of 1986
HMEP.....	Hazardous Materials Emergency Preparedness
HMRP	Hazardous Material Response Procedure
HMTA.....	Hazardous Materials Transportation Act
HMTUSA.....	Hazardous Materials Transportation Act of the United States
LEOP	Local Emergency Operations Plan
LEPC.....	Local Emergency Planning Committee
MSDS.....	Material Safety Data Sheet
NRC	National Response Center (Federal Agency)
NDDDES	N.D. Department of Emergency Services (State Agency)
NDHLS.....	N.D. Department of Homeland Security (State Agency)
OSHA.....	Occupational Safety and Health Administration (Federal Agency)
PL 99-499	Public Law 99-499
RRT.....	Regional Response Team
RQ.....	Reportable Quantity
SARA	Superfund Amendments and Reauthorization Act of 1986; Title III of Sara is EPCRA
SARA TITLE III	Title III of SARA is EPCRA
SERC	State Emergency Response Commission
TPQ.....	Threshold Planning Quantity
TRANSCAER.....	Transportation Community Awareness and Emergency Response
TRI	Toxic Release Inventory
USDA.....	United State Department of Agriculture (Federal Agency)

NOTE:

1. *The names EPCRA, SARA and SARA TITLE III are often used interchangeably.*
2. *HMEP and HMTUSA are used interchangeably for the same act.*
3. *PL 99-499 – This is the legislation that codified EPCRA.*